



TEACHER RECOMMENDATION FORM



To:* _____
(Faculty)

Date: _____

From: _____
(Student)

***Deadline to submit to teachers is October 1st! Teachers may not accept form after this date!**

Thank you for agreeing to help with my college plans by writing a letter of recommendation for me.

Letter is needed no later than (date): _____ (2 weeks prior to app deadline)

This letter is for a Common Application Yes / No (please circle)*

*** If this is circled yes the Common Application Teacher Recommendation form must be completed through NAVIANCE. Just go to student's Edocs account and complete form. Unlike the past an e-mail reminder from Common App will no longer be sent to you.**

Upon completion of my recommendation letter please upload it to my student NAVIANCE account through the Edocs tab.

Please contact Mr. Longenbaugh if you have any questions on this process or need your NAVIANCE account set up.

PLEASE CHECK ONE OF THE FOLLOWING

I had _____ class with you in _____ (year/s).
Grade earned in that class (please circle) A B C D

I was involved in _____ activity with you in _____ (year/s).
Office or position held in that club/activity _____.

I feel that my greatest accomplishment in your class/activity was:

OVER

My outstanding achievements or activities as a student or participant with you include:

- _____
- _____
- _____

Please list four to six adjectives that best describe you

A challenge I overcame in your class/activity was:

My favorite activity, assignment(s), unit(s) or project(s):

Why? _____

What I felt I gained most from my experience in your class or activity:

My favorite memory from your class was:

I would especially appreciate it if you could mention:

Thank you for your assistance and support.

Student Signature: _____
